

Student Services Verification Checklist

Legal Standard 12

School Information

Corporation: -Select One-

School Name: -Select One-

Grades Served: Pre-K K 1 2 3 4 5 6 7 8 9
(Click all that apply) 10 11 12
(To select multiple grades, press and hold control while clicking the grades you want)

School Type: Public Non Public

Section 1

511 IAC 6.1-2-6: Each school shall provide student services under 511 IAC 4-1.5

[Click here for more information](#)

Verification Checklist

Section 2

1. All student service workers hold appropriate credentials :
 - a. Master's Level Minimum
 - School Counseling Yes No
 - School Social Worker Yes No
 - School Psychology Yes No
 - b. Registered nursing for health services Yes No

Section 3

2. All records are maintained, released and destroyed in accordance with: the provisions of the Family Educational Rights and Privacy Act and the Indiana Public Records Act: Yes No

Section 4

Educational and Career Services (Section 4 of rule)

3. Secondary School educational and career services are coordinated by a certified counselor: Yes No
4. Career Services include:
 - a. Career Education: Yes No
 - b. Career Information: Yes No
 - c. Career Assessment: Yes No
 - d. Career Planning: Yes No
 - e. Placement and Follow up: Yes No

Section 5

Student Assistance Services

5. Student Assistance Services are provided:

- | | |
|-----------------|--------|
| a. Prevention | Yes No |
| b. Assessment | Yes No |
| c. Intervention | Yes No |
| d. Referral | Yes No |

6. Student Assistance Services are coordinated by:

- | | |
|--|-----------|
| a. Certified School Counselor: | Yes
No |
| b. Certified School Psychologist: | Yes
No |
| c. Certified School Social Worker: | Yes
No |
| d. Registered Nurse with a Bachelor of Science degree in Nursing | Yes
No |
| e. This school does not have a Student Assistance Services Coordinator that holds a credential as a school counselor, school psychologist, school social worker or registered nurse [BSN]. | |

Section 6

Health Services

7. Health Services are provided: Yes
No

Section 7

Crisis Intervention Plan

8. The school has a Crisis Intervention Plan Yes
No

9. The plan was developed in concert with the Emergency Preparedness Plan: Yes
No

10. The plan includes crisis management and crisis intervention provisions: Yes
No

11. The crisis management plan for your school includes access to a Certified School Safety Specialist: Yes
No

NOTE: This is added to the legal standard 12 because Section 7, 511 IAC 4-1.5, requires a Crisis Intervention Plan to be developed in concert with the emergency preparedness plan 511 IAC 6.1-2-2.5. The School Safety Specialist is a requirement of law(Indiana Code 5-2-1.1-9), now, and is responsible for coordinating all school safety plans.

No crisis intervention plan is sufficient without a provision for notifying School Safety Specialist about school safety issues.

12. The corporation has a Certified School Safety Specialist Yes
No

13. This school has a Safe School Committee as required by Indiana Code Yes

5-2-10.1-12

No